



State ILP Updates

State Updates Prior Written Notice—Erin Kinavey

- **Prior Written notice for screens? Or Written Notice.** It is customary for programs to ensure parental consent prior to completing a developmental screening. Prior written notice is required when you provide parents the results of the screening. It is an opportunity for parents to agree or dissent with a screening result or program recommendation.
- **When do we need to start using the PWN form?** The new form will be available as soon as the document is fully vetted by OSEP. Stay tuned.
- **When will NRC be available?** Within 4 weeks of the final PWN document being approved.
- **Do families need to sign and return a PWN if mailed to family?** Programs should expect to keep a signed copy of PWN in the child's file-this can be accomplished by having the parents mail a copy to programs (please include a self addressed stamped envelop or pick up the signed document at the next home visit.
- **Do we send PWN booklet with every PWN or just the Family Rights Form?** The family rights form should be sent with each PWN.

PD Training Updates- Meghan Johnson

AEYC Conference

Informal results of the AEYC conference indicate another successful year. Survey monkey evaluations will be sent the week of 2-6-2012. Please encourage staff to complete the survey so that we can collect valuable information to inform future trainings.

Part C Credential

Below are the documentation requirements to be submitted (preferably electronically) at completion of the modules, the study guide and any group discussions that may occur.

- 1) One completed IFSP (Use a real child/family. If you have a child where transition is not appropriate, use a second child to complete the transition sections of the IFSP.)
- 2) Two completed Activity Progress Notes (Preferably relate to the IFSP.)
- 3) One Case Note/ contact log

Individuals must independently complete each on-line module quiz. Supervisors stay tune for instructions on how to electronically complete the demonstration of competencies for each employee. *(continued on page 2)*



State of Alaska

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I don't understand why Cupid was chosen to represent Valentine's Day. When I think about romance, the last thing on my mind is a short, chubby toddler coming at me with a weapon

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Upcoming Events:

- Feb. 2-4 AAEYC Hilton Hotel, Anchorage
- Feb. 21-24 Site Visits Nome & Kotzebue



State ILP Updates

ILP Database Tips & Updates—Lisa Balivet



ILP Database Update:

The automated IFSP is nearing the testing stage. This testing will focus on the functionality of the automation. We are looking for volunteers to test this phase of implementation. Please contact Lisa if you would like to participate in the testing. It will entail 2 one-hour teleconferences in the month of February. (Contact information: lisa.balivet@alaska.gov or

(907) 269-3464.)

We will be adding "missing insurance information" to the Reminders Report. This will show your child records where insurance information was left blank.

Service Delivery Guidelines—Jane Atuk

We are excited to announce that the EI/ILP Service Delivery Guidelines have been posted on the EI/ILP website. One printed set of the Guidelines will be mailed to each EI/ILP coordinator as a reference set. Additional copies may be downloaded, and printed from the EI/ILP website: <http://hss.state.ak.us/ocs/InfantLearning/reports/default.htm>

The Service Guidelines address the following eight areas:

- Assistive Technology
- Autism Spectrum Disorders
- Communication Delays
- Complex Medical Needs
- Early Childhood Nutrition
- Hard of Hearing or Deaf
- Infant & Toddler Mental Health
- Visual Impairment

They contain information about how each of the areas impacts early development, screening and assessment, intervention strategies and services, transition considerations and extensive resource lists specific to each area. We hope EI/ILP staff will find the service guidelines to be valuable resources for training and to assist in planning and support for families of infants and toddlers with special needs.

Part C Credential (Continued)

Feedback Please encourage all staff to use the feedback button located on each page of the modules. State staff is reviewing this feedback on a weekly basis and will provide written responses in a timely fashion. The feedback and responses are being compiled in a reference document to be distributed to all grantees.



George Washington is the only president who didn't blame the previous administration for his troubles.
~Author Unknown

March 2012 Training Strengthening Families (CWA)

March 6-8	Dillingham
March 6-8	Fairbanks
March 27-29	Juneau
March 27-29	Bethel
April 3-5	Kotzebue
April 10-12	Kenai
April 16-18	Nome
May 21-23	Barrow
May (TBA)	Kodiak
June 5-7	Wasilla
June (TBA)	Ketchikan

Agenda for Committees

The Purpose of a Committee is to have a voice in policy making.

The role of a committee is to:

- Develop ideas



**February 20, 2012 State
Offices will be closed for
Presidents Day**